

DDI-05252-84

13 SEP 1984

ADD1 Chrono

MEMORANDUM FOR: All Team Leaders and Participants in DI Recruitment Program

FROM : Richard J. Kerr
 Associate Deputy Director for Intelligence

SUBJECT : DI Recruitment Rally on 25 September

1. You should be aware by now that this Directorate, by necessity, is investing heavily in time and money in its FY 1985 Recruitment Program. Intensive planning and preparations have been underway since April to ensure that our recruiting efforts are as effective as possible. Now, at the start of the critical fall recruitment season, it is absolutely essential that all DI participants start out with the same marching orders and a clear understanding of the new procedures that we have worked out with the Office of Personnel. Accordingly, we have set aside Tuesday, 25 September for a "DI Recruitment Rally" in the Headquarters Auditorium. As a team leader or participant in the recruitment program, you are expected to be there.

2. In previous years, DI personnel going out to recruit for the first time were required to arrange for individual briefings by the former Recruitment Division/OP and by the Public Affairs Office, on an ad hoc basis. This year, those required briefings will be presented to all of our participants in the course of the one-day agenda (attached). Any such DI participant unable to attend these sessions on 25 September will be expected to make his or her own arrangements for these briefings with the Office of Employment/OP [redacted] and the Public Affairs Office in Ames Building.

25X1

25X1

Richard J. Kerr

Attachment:
 As stated

ADMINISTRATIVE - INTERNAL USE ONLY

CL BY SIGNER
 DECL OADR

SUBJECT: DI Recruitment Rally on 25 September

Distribution:

- 1 - Each DI Office via DI Recruitment Panel Members
- 1 - A/DDI
- 1 - DDI
- 1 - DDI Registry
- 1 - OMPS

Orig: OMPS (12 Sept 84)

25X1

ADMINISTRATIVE - INTERNAL USE ONLY

DI Recruitment Rally
CIA Headquarters Auditorium
25 September 1984

OP Presentation -- for all DI Recruiters:

0800 - 1015 Briefing by CIA Office of
Employment/OP*

[redacted]
Chief, Recruitment
Operations Division

25X1

Videotape Screening -- for those not in Headquarters:

1030 - 1200 Recruitment Videotapes
(Screening in 1E74 of
Young Analyst Panel and
[redacted] tapes)

Primarily for OIA
and SOVA
Representatives

25X1

Plenary Session -- for all DI Recruiters:

1300 - 1330 Opening Remarks

Robert Gates, DDI

1330 - 1345 Office Plans and DI Recruitment
Strategy

[redacted] DI
Recruitment Coord.

25X1

1345 - 1415 Office Requirements and
Selection Criteria

Chief, DI Personnel

1415 - 1430 DI Recruitment Packages and
Travel Arrangements

[redacted]
DI Personnel

25X1

1430 - 1445 Break

1445 - 1530 Presentations on Campus
(Question and Answer session)

Team of Experienced
DI Recruiters

1530 - 1600 The Applicant Interview

[redacted] OEA

25X1

1600 - 1630 Public Affairs Briefing*

[redacted]
Coordinator for
Academic Affairs

25X1

* Required briefing for all new DI recruiters.

ADMINISTRATIVE - INTERNAL USE ONLY